

AGREEMENT BETWEEN  
THE ATLANTIC CITY HEAD CUSTODIANS ASSOCIATION  
AND  
THE ATLANTIC CITY BOARD OF EDUCATION

FOR THE PERIOD

JULY 1, 1980 TO JUNE 30, 1982

LIBRARY  
Institute of Management and  
Labor Relations

SEP 22 1984

RUTGERS UNIVERSITY

ARTICLE I	RECOGNITION	PAGE 1
ARTICLE II	NEGOTIATIONS PROCEDURE	1
ARTICLE III	GRIEVANCE PROCEDURES	2
ARTICLE IV	RIGHTS OF THE PARTIES	4
ARTICLE V	ASSOCIATION RIGHTS	5
ARTICLE VI	WORK YEAR	6
ARTICLE VII	DAILY WORK HOURS AND SCHEDULE	7
ARTICLE VIII	EMPLOYMENT PROCEDURES	7
ARTICLE IX	EMPLOYEE EVALUATION	8
ARTICLE X	EMPLOYEE-ADMINISTRATION LIAISON	8
ARTICLE XI	SICK LEAVE	9
ARTICLE XII	TEMPORARY LEAVES OF ABSENCE WITH PAY	9
ARTICLE XIII	EXTENDED LEAVES OF ABSENCE	10
ARTICLE XIV	INSURANCE COVERAGE	12
ARTICLE XV	DEDUCTION FROM SALARY	12
ARTICLE XVI	SALARY	13
ARTICLE XVII	MISCELLANEOUS	13
ARTICLE XVIII	DURATION OF AGREEMENT	14
	APPENDIX A	

TABLE OF CONTENTS

- 2.1 The parties agree to enter into collective negotiations over a successor contract to reach agreement with Chapter 123, Public Laws of 1974, in a good faith effort to reach agreement on all matters concerning the terms and conditions of employment. The Association shall submit to the Board about October 15 their complete list of demands. On or about November 15 the Board and the Association shall begin negotiations on a successor contract. During the interim period, Association officials shall be able to meet with the Board, the Business Manager, or as needed for the purpose of clarification of demands. Any Agreement so negotiated shall be signed by the Board and the Association, and be submitted to the Board for adoption after ratification by the Association.

2.2 The Board agrees not to negotiate concerning said employees in the negotiation period. During the interim period, Association officials shall be available to meet with the Board, the Business Manager, or as needed for the purpose of clarification of demands. Any Agreement so negotiated shall be signed by the Board and the Association, and be submitted to the Board for adoption after ratification by the Association.

2.3 This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.

2.4 Incident to negotiations, the Board will make available that information which is in the public domain and which is requested after reasonable notice by the Association.

2.5 Providing that no more than three employees are involved and attendance during working hours in negotiation or grievance procedures regarding units who are mutually scheduled by the parties hereto to participate does not interfere or create work problems, such members of the bargaining unit

## NEGOTIATIONS PROCEDURE

ARTICLE II

- 1.1 The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiations concerning the terms and conditions of employment for Head Custodians, excluding all others.

1.2 Unless otherwise indicated, the term "employees" when used hereafter in this Agreement shall refer to only those employees represented by the Association in the negotiating unit as shown defined, and reference to male employees shall include female employees.

RECOGNITION

## ARTICLE I

GREVANCE PROCEDURES

ARTICLE III

3.1 Def

3.1.2 A grievance is a claim by an employee that he has suffered harm by the interpretation, application, or violation of policies, agreements, or administrative decisions affecting him.

3.1.2.1 A grievance to be considered under this procedure must be initiated in writing within thirty (30) calendar days from the time when the grievant knew or should have known of its occurrence.

### 3.2 Procedure

Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the grievant to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be waiver of further appeal of the decision.

gravelly surface and any electric intercal small have been duly determined.

۳۰۲

Any grievant may be represented at all stages of the grievance procedure himself, or, at his option, by the Association or a representative selected or approved by the Association.

3.2.5

When a grievance is not represented by the Association in the processing of a grievance, the Association shall at the submission of the grievance to the Business Manager by notifying the Business Manager that the grievance is in existence.

ε·ε

An employee grievant who has an alleged grievance shall discuss it first with the Supervisor of Buildings and Grounds in an attempt to resolve the matter informally at that level. The Supervisor of Buildings and Grounds shall give his decision within seven (7) school days.

- 3.8 The costs for the services of an arbitrator, including per diem expenses
- 3.7 The arbitrator shall limit himself to the issue(s) submitted to him and shall consider nothing else. He can add nothing to nor subtract anything from the Agreement between the parties or any policy of the Board of Education. The award of the Arbitrator shall be binding.
- 3.6 If the grievance is not resolved by the decision of the Board, the Association shall have the right to seek arbitration under the Voluntary Arbitration Rules of the American Arbitration Association.
- 3.5.2 Any matter which according to law is either beyond the scope of Board authority or limited to unilateral action by the Board alone.
- 3.5.1 Any matter for which a specific method of review is prescribed by law or any rule or regulation of the State Commissioner of Education; by law or any rule or regulation of the Board's manager within twenty (20) school days of the receipt of the Board's grievance complaint; however, the Board's decision shall be final and binding on a third party, and if the Association determines that the matter should be reviewed further, it shall so advise the Board through the Business Manager within thirty (30) calendar days of receipt of the grievance satisfaction of the employee grievant and he wishes to have a review by a hearing. The referred-to hearing, if granted, shall be held within seven (7) calendar days after the meeting at which the decision is made if a hearing is granted, within ten (10) calendar days of receipt of the Association's written thirty (30) calendar days of receipt of the appeal, or decision in writing and forward copies thereof to the grievant and the Board, hold a hearing with the employee grievant and render a decision thereafter shall review the grievance and shall, at the option of the grievant, forward the request to the Board. The Board or a related papers and forward the request to the Board. The Board shall submit in writing through the Business Manager who shall attach all documents, may request a review by the Board. The request shall be filed later than five (5) school days after receipt of the Business Manager's decision, may request a review by the Board. The Business Manager shall communicate his decision in writing to the employee ten (10) school days from the receipt of the appeal. The Business Manager shall quickly as possible but within a period not to exceed matter as quickly as possible but within a period not to exceed rendered. The Business Manager shall attempt to resolve the disputes; (a) his dissatisfaction with decisions previously the injury, loss, or inconvenience; (c) the results of previous (a) the nature of the grievance; (b) the nature and extent of copy to the Supervisor of Buildings and Grounds specifically: appeal to the Business Manager must be made in writing with a grounds may appeal the decision to the Business Manager. The receipt of the decision of the Supervisor of Buildings and

- 4.3 Nothing contained herein shall be construed to deny or restrict the Board  
R.S.18A, R.S.11, R.S.40 or 40A, or any other national, state, county, or  
of the powers, rights, authority, duties, and responsibilities under
- 4.2 The exercises of the foregoing powers, rights, authority, duties, and  
responsibilities of the Board, the adoption of policies, rules, regulations,  
and practices in furtherance thereof, and the use of judgments and discretion  
in connection therewith shall be limited only by the specific and express  
terms of this Agreement and then only to the extent such specific and express  
provisions hereto are in conformity with the Constitution and Laws of  
New Jersey and of the United States.
- 4.1.3 To suspend, demote, discharge or take other disciplinary action  
for good and just cause according to law.
- 4.1.2 To hire all employees and subject to the provisions of law, to  
determine their qualifications and conditions for continued  
employment or assignment and to promote and transfer employees;
- 4.1.1 To the executive management and administrative control of the  
Atlanta City School district and its properties and facilities  
and the activities of its employees;
- 4.1 The Board hereby retains and reserves unto itself, without limitation, all  
powers, rights, authority, duties, and responsibilities conferred upon  
but without limiting the generality of the foregoing, the following:  
constitution of the State of New Jersey and of the United States, including,  
and vested in it prior to the signing of this Agreement by the Laws and  
policies, regulations, duties, and responsibilities contained upon  
and the executive management and administration of its employees;

## RIGHTS OF THE PARTIES

### ARTICLE IV

- 3.11 All meetings and hearings under this procedure shall not be conducted in  
public and shall include only such parties in interest and their designated  
or selected representatives.
- 3.10 All documents, communications, and records dealing with the processing of  
the grievance shall be filed in a separate grievance file and shall not be  
kept in the personnel file of any of the participants.
- 3.9 In the event a grievance is brought up for the consideration at the end  
of a school year and if the supervisor of buildings and grounds is not  
available after the closing of school for procedures outlined in 3.3, the  
grievant may proceed directly to the procedure specified in Paragraph  
3.3.1 and "school days" shall read "calendar days," in which event  
Saturday, Sundays, and holidays shall not be counted in complete time.  
Any other expenses incurred shall be paid by the party incurring same.  
If any, actual and necessary travel subsistence expenses, and the cost  
of the hearing room shall be borne equally by the Board and the Association.

5.5

The Association may, with the permission of the principal or the party in charge of the equipment and such individual must be satisfied that the equipment can be properly used, use school facilities and equipment, including typewriters, mimeographing machines, other duplicating equipment, calculating machines, and all types of audio-visual equipment at reasonable cost of all materials and supplies incident to such use.

5.4

The Association and its representatives shall have the right to use school buildings at all reasonable hours for meetings. The principal of the buildings in question shall be notified in advance of the time and place of all such meetings. No approval shall be required.

5.3

Representatives of the ACHCA, of the NEA, and of the NEA shall have the presence prior to meeting with any employee or group of employees. All or his designee and the Supervisor of Buildings and Grounds of their employees. Representatives who enter the schools shall notify the principal business shall not interfere with the scheduled assignments of any after school to carry out intermediate Association business. Such right to enter the schools to meet with employees during the lunch period or after school to carry out intermediate Association business. Such

5.2

The Association shall have the right to use the inter-school mail facilities and school mail boxes as it deems necessary and without the approval of building principals or other members of the administration.

5.1

The Board agrees to furnish to the Association the names of all employees.

## ASSOCIATION RIGHTS

### ARTICLE V

4.7

Whenever any employee is required to appear before the Board or any committee thereof acting in official capacity concerning any matter which could adversely affect the continuation of the employment in this position, then he shall meet, or the salary or any increments pertaining thereto, then he shall be given prior notice of the reason(s) for such meeting or interview, and shall be entitled to have a representative of the Association present to advise him and represent him during such meeting or interview.

4.6

No employee shall be prevented from wearing pins or other identification of membership in the Association or its affiliates.

4.5

No employee under individual contract shall be disciplined or terminated without just cause. Any such action asserted by the Board or any agent or representative thereof shall be subject to the grievance procedure herein set forth.

4.4

Nothing contained herein shall be construed to deny to or restrict from any employee or the Board such rights as either may have under New Jersey School Laws or other applicable laws and regulations.

4.3

Local Laws or ordinances.

emergencies:

6.3.1 Holidays for which the employee shall receive his pay but for which he cannot be required to work except in the event of an

### 6.3 Holidays

minimum vacation allowance.

6.2.3 Vacation allowances are based upon time worked in Atlantic City school system and calendar years worked in a ten-month position shall be treated as twelve-month years for the purpose of determining vacation allowances.

### 6.2.3

6.2.2 The scheduled time for vacations shall be mutually agreed upon among the employees, the supervisor of Buildings and Grounds, and the Business Manager.

### 6.2.2

c. Upon the completion of the 20th year of continuous employment, twenty working days.

### 6.2.2

b. Upon completion of the tenth year of continuous employment and up to and including the 20th year of employment, fifteen working days.

### 6.2.2

a. Upon the completion of one year of continuous employment and up to and including the 10th year of employment, ten working days.

### 6.2.1

6.2.1 Vacations shall be granted to twelve-month employees only and shall be based upon the following:

### 6.2.1

6.1 The time worked between July 1st of the preceding calendar year and June 30th base period for the calculation of the vacation pay for the current calendar year.

## WORK YEAR

## ARTICLE VI

potential member of the unit or

5.8 To the extent legally possible the rights and privileges of the Association and its representatives as set forth in this Agreement shall be granted only to the Association as the exclusive representative of the employees, and to no other organization(s) representing any portion of the unit or

5.7 The Board shall grant up to two (2) days leave of absence to each of two (2) representatives of the Association to attend conferences, meetings, and/or formal workshops relating to Association business.

5.6.2 The supervisor of grounds and the principal must be given sufficient advance notice.

5.6.1 No building may be left unattended.

5.5 Subject to the following conditions, the Board shall grant to the president of the Association or his/her designee up to three (3) days leave of absence, with pay, for Association business.

- 8.2.1 Any employee employed contractually prior to February 1 of any school year to the closing of that year shall be given full credit for one (1) year of service toward the next increment step for the following year.
- 8.2 All newly-appointed employees may be required to serve a probationary period of ninety-days, such ninety-days while school is in session, during which they may be discharged at the sole discretion of the Board. During the probationary period employees shall receive no fringe benefits and shall be paid on a daily basis.
- 8.1 Any employee employed contractually prior to February 1 of any school year to the Business Manager may, in his sole discretion, grant credit be paid on a daily basis.

## EMPLOYMENT PROCEDURES

### ARTICLE VIII

- 7.4 Payment for any time worked on a designated holiday shall be computed at time and one half.
- 7.3 All employees shall, on those Jewish Holidays that children are not in school, work from 8:00 AM to 12:00 noon exclusive of lunch.
- 7.2 Overtime for all employees shall commence upon the completion of forty (40) hours.
- 7.1 The work week shall consist of forty (40) hours excluding lunch.

## DAILY WORK HOURS AND SCHEDULE

### ARTICLE VII

1. Independence Day
2. Labor Day
3. Veterans' Day
4. General Election Day
5. Thanksgiving Day
6. Day after Thanksgiving Day
7. December 24
8. Christmas Day
9. December 26
10. December 31
11. New Year's Day
12. Martin Luther King Day
13. President's Day
14. Good Friday
15. Easter Monday
16. Memorial Day
17. Lincoln's Birthday
18. Columbus Day

10.1 Three times a year, upon request by the Association, a committee may meet with the Business Manager to discuss any problems other than those related

## EMPLOYEE-ADMINISTRATION LIAISON

### ARTICLE X

9.1 Any written evaluation of an employee shall be shown to the employee and he shall sign it to indicate that he has so seen it. The employee shall be given a copy of his evaluation and he shall be permitted to respond to it. If the employee refuses to sign the evaluation, such failure will be noted on the evaluation being filed.

## EMPLOYEE EVALUATION

### ARTICLE XI

8.10 Employees shall be notified of their contract and salary status for the ensuing year between April 1st and April 15th or upon completion of negotiations for a new or changes collective bargaining Agreement, which ever shall come later.

8.9 In the determination of requests for voluntary reassessment and/or transfer, the wishes of the individual employee shall be considered. However, all such transfers or reassessments shall be made at the sole discretion of the Board.

8.8 As soon as is practicable, the Business Manager or his designee shall notify the Association regarding the names of all employees who have been reassigned or transferred.

8.7 Employees who desire a change in assignment or who desire to transfer to another building may file a written statement of such desire with the Business Manager with a copy to the supervisor of buildings and grounds not later than May 1.

8.6 Employees who may be required to use their own automobiles in the performance of their assigned buildings at the rate paid by the State of New Jersey.

8.5 In the event that changes in assignment are made by the appropriate administrator, the employee affected shall be notified promptly.

8.4 The salaries of all employees covered by this Agreement are set forth in Appendix A, which is attached hereto and made a part hereof.

8.3 The work day for employees shall continue as is the present practice. greater than that itemized in this paragraph if the circumstances make such excess necessary.

The Board of Education shall supply to each employee on November 1 of each school year an accounting of accumulated sick leave days available beginning.

In the event of an extended illness involving five (5) consecutive work-days of illness, commencing with the sixth (6th) day of illness, the individual may utilize his special sick leave bank. When such special sick leave bank is exhausted, the individual shall revert to his regular accumulated sick leave.

Such days may be used by the employee as follows:

An employee may receive up to a maximum of three (3) days of personal leave to the credit of the teacher in a special sick leave bank. Personal leave days which are not used in any one school year shall accumulate family or attendance at the funeral of an immediate family member. Used to extend a holiday or vacation period except for illness not be personal leave days must be used for illness in the immediate relatives holidays and may be used for illness in the immediate family. Obligations which cannot be completed during school time and shall include event of any emergency. Such days of personal leave must be used to handle with reason given and sufficient notice to the administration except in the case of an emergency. An employee may receive up to a maximum of three (3) days of personal leave accumulate to the credit of the teacher in a special sick leave bank.

12.1

## ARTICLE XI TEMPORARY LEAVES OF ABSENCE WITH PAY

### ARTICLE XII

12.4 Other provisions of the "Rules and Regulations of the Board of Education" adopted 1938 and as amended, relating to absence of employees shall continue.

12.3 In computing salary deduction 1/200th of the contract salary shall be deducted for each day's absence for teachers working ten (10) months. For teachers working twelve (12) months, 1/240th of the contract salary shall be deducted. In computing salary deduction 1/200th of the contract salary shall be deducted for each day's absence for teachers working ten (10) months. For teachers working twelve (12) months, 1/240th of the contract salary shall be deducted.

12.2 On a case-by-case basis, in the event of an extended verified illness which goes beyond accumulated sick leave, a teacher may be granted additional sick leave by the Superintendent and the Board less the cost of the substitute.

12.1 Employee shall receive ten (10) days sick leave per year as ten (10) month employees and twelve (12) days sick leave per year as twelve (12) month employees which shall be credited on the first day of the new school year. (September 1 for ten-month employees - July 1 for twelve-month employees). Such sick leave days shall be allowed to accumulate and be used as needed in subsequent years. Such accumulations prior to 1970 shall be subject to the rules and regulations of the Board of Education regarding the credit for such accumulation.

12.1

## ARTICLE XI SICK LEAVE

### ARTICLE X

to negotiations or grievances.

- 12.1.1 Employee shall be permitted to attend classes reunions if such attendance necessitates absence during a school day. Employer shall be permitted to attend commencement exercises for their children own graduation, for the graduation of their spouse, or children of schools at least one week in advance. If such absence is not provided arrangements are made in writing with the Superintendent taken under the provisions of 12.1.1, such absence shall cause a deduction of the amount of a substitute's pay.
- 12.2 An employee shall be granted up to five (5) calendar days for death in the immediate family. "Immediate family" shall be defined as mother, father, brother, sister, husband, wife, child, mother-in-law, father-in-law, legal guardian, or any other person domiciled in the same household as the employee. If, in the judgment of the Business Manager warrant, he may grant additional leave.
- 12.3 All other temporary leaves of absence shall be specified in Article XV of Education, "Absence of Employees", in the "Rules and Regulations of the Board titled "Absence of Employees", in the "Rules and Regulations of the Board of Education," adopted 1938, revised 1974, Pages 13-15.
- 12.4 A committee of five (5) employees mutually selected by the Business Manager and the Association shall be permitted to attend the New Jersey Education Association Convention held annually in Atlantic City.
- 13.1 A maternity leave of absence without pay will be granted under the following circumstances:
- 13.1.1 Any female employee upon becoming aware of a pregnancy shall promptly report same in writing to the Business Manager and also state the expected date of birth.
- 13.1.2 Said employee need not apply for a leave of absence but she may apply for a leave of absence at her own discretion which will not be denied by the Board upon proof of pregnancy. Said voluntary pregnancy present a certificate of physical fitness from her doctor. Continues her work shall upon beginning the seventh month of pregnancy present a certificate of physical fitness to the employer until the ninth month, at which time a certificate shall be submitted monthly.
- 13.1.3 (a) An employee not applying for a leave of absence and who continues her work shall upon beginning the seventh month of pregnancy present a certificate of physical fitness from her doctor. Said employee need not apply for a leave of absence but she may apply for a leave of absence at her own discretion which will not be denied by the Board upon proof of pregnancy. Said voluntary pregnancy present a certificate of physical fitness from her doctor. Continues her work shall upon beginning the seventh month of pregnancy present a certificate of physical fitness to the employer until the ninth month, at which time a certificate shall be submitted monthly.

- 13.1.4 The Business Manager shall not remove any tenured or non-tenured employee from her duties during her pregnancy, except on one of the following bases:
- (b) Employee agrees to submit to medical examination by a physician of the Board's choice whenever the Board requests same.
  - (a) The Business Manager has found that her work performance has noticeably declined by reason of the pregnancy; but before terminating her of her duties, the Business Manager shall give the said employee an opportunity to be heard on the matter. The Business Manager's decision may be appealed as provided for in the grievance procedure.
- 13.1.5 (c) The Board of Education's physician and the employee's physician agree that she cannot continue working or that she is not yet ready to come back for work, provided, however, that if there is a difference of medical opinion between two physicians, then they shall agree in good faith upon a third impartial physician who shall examine the employee and whose medical opinion shall be conclusive and binding on the issue of medical capacity to continue to resume working.
- 13.1.6 All maternity leave, voluntary or involuntary, shall be without pay.
- 13.1.7 A non-tenured female employee shall not be entitled to a leave of absence beyond the contract school year in which the leave was obtained.
- 13.1.8 Personnel returning from a maternity leave will be placed on the latest salary grade with employees of equal training and experience. No experience credit will be granted for the period of leave.
- 13.1.9 Noticing contained herein shall prohibit the Board of Education from bringing a charge against an unmarried, premarital employee and the Board in any respect. Nothing contained herein implies that the Association it feels is necessary nor shall it limit the rights of the Board in any way.
- 13.2 Any female beyond the probationary period adopting an infant child shall receive similar leave which shall commence upon her receiving the fact of pregnancy.

15.2 Each of the associations named above shall certify to the Board, in writing, the current rate of its membership dues. Any association which shall change the rate of its membership dues shall give the Board written notice prior to the effective date of such change.

15.1 The Board agrees to deduct from the salaries of its employees dues for the Atlantic City Head Custodians Association, the New Jersey Education Association, Atlantic County Education Association, or the National Education Association, or any one or any combination of such associations to the State Department of Education. Said monies together with deductions of said employees individually and voluntarily authorized by the Board to deduct. Such deductions shall be made in compliance with Chapter 23 N.J. Public Laws of 1969 (N.J.S.A. 52:14-15.9e) and under rules established by the 15th of each month following the monthly pay period in which deductions were made. The person designated shall disburse such monies as may from time to time be designated by the same as above Association current records of any corrections shall be transmitted to such person by the State Department of Education.

## DEDUCTION FROM SALARY

### ARTICLE XV

14.1 The Board of Education will assume the full cost of premium payments for employees and, where appropriate, their dependents for coverage under the New Jersey Public and School Employees Health Benefits Plan (Blue Cross-Blue Shield, Rider J and Major Medical). The New Jersey Dental Service Plan (Basic Plan, Riders 1, 2, 3, and 4; Option A), and The New Jersey Blue Cross Prescription Plan. (Seventy-five cents (\$.75) CO-Pay).

## INSURANCE COVERAGE

### ARTICLE XVI

13.5 All benefits to which an employee was entitled at the time of his leave of absence commenced, including unused accumulated sick leave and credits toward sabbatical eligibility, shall be restored to him upon his return, and he shall be assigned to the same position which he held at the time said leave commenced, if available or, if not, to a substantially equivalent position.

13.4 Extensions shall be made at the sole discretion of the Board and, if granted, shall be in writing.

13.3 All application and responses for leaves shall be presented in writing on forms provided.

13.2 Manager shall attempt to determine a mutually satisfactory date upon which her leave shall commence. Manager shall receive such leave in accordance of receiving a faceto custody. The female employee and the Business meet and discuss her intent with the Business Manager subsequently in custody of said infant or earlier if necessary to fulfill the requirements of the adoption. Prior to receiving such leave, the female employee shall

- and the form shall be mutually agreed upon.
- 17.4 The Board and the Association shall pay one half (1/2) of the cost of the final printing of this contract agreement. The number of copies purchased shall be determined by the proper order.
- 17.3 No employee shall purchase any materials without first securing the proper successor Agreement.
- 17.2 Nothing in this Agreement shall apply retroactively unless specified.
- 17.1 This Agreement constitutes the entire Agreement between the parties and encompasses all matters which were the subject of negotiations or could have been the subject of negotiations. Neither party shall be required to negotiate on any matters except as provided for in the negotiation of a successor Agreement.

## MISCELLANEOUS

### ARTICLE XVI

- 16.6 Effective July 1, 1981, each qualified employee shall receive the following longevity payments based solely upon his/her years as a head custodian:
- |                             |                           |                               |                              |
|-----------------------------|---------------------------|-------------------------------|------------------------------|
| \$200 after five (5) years. | 200 after ten (10) years. | 200 after fifteen (15) years. | 200 after twenty (20) years. |
|-----------------------------|---------------------------|-------------------------------|------------------------------|
- 16.5 Effective July 1, 1981 each head custodian shall be paid one hundred seventy-five dollars (\$175.00) yearly for each contracted employee supervised.
- 16.4 Each employee on the payroll as of July 1, 1981 shall receive an annual salary increase of seventeen hundred dollars (\$1,700.00).
- 16.3 Effective July 1, 1980, each employee qualifying shall receive the following longevity payments based solely upon his/her service as a head custodian:
- |                             |                             |                                 |                                |
|-----------------------------|-----------------------------|---------------------------------|--------------------------------|
| \$175 after five (5) years. | \$175 after ten (10) years. | \$175 after fifteen (15) years. | \$175 after twenty (20) years. |
|-----------------------------|-----------------------------|---------------------------------|--------------------------------|
- 16.2 Effective July 1, 1980 each head custodian shall be paid one hundred seventy dollars (\$170.00) yearly for each contractual employee supervised.
- 16.1 Each employee on the payroll as of July 1, 1980 shall receive an annual salary increase of fifteen hundred dollars (\$1,500.00).

## SALARY

### ARTICLE XVI

For the Association

For the Board

This Agreement shall be effective as of July 1, 1980 and shall remain in effect until June 30, 1982.

#### DURATION OF AGREEMENT

#### ARTICLE VIII

- 17.9. All requisitions for supplies made by Head Custodians and approved by the Supervisor of Buildings and Grounds will be supplied as soon as possible.
- 17.8. In the event of a breaking-and-entering, no Head Custodian will be required to enter the effected building at night without police protection.
- 17.7. The Board Secretary will notify the Head Custodian concerned of all outside cases of emergency.
- 17.6. Those employees who are requested by the Administration or the Board to use of buildings in writing forty-eight hours prior to such use except in cases of emergency.
- 17.5. Except as this Agreement shall otherwise provide, all terms and conditions of employment applicable on the signing date of this Agreement, to all employees covered by this Agreement as established by the rules, regulations, and/or policies of the Board in force on said date, shall continue to be so applicable during the term of this Agreement.
- 17.4. Take a special course for a Black Seal Certificate shall have the fee and course shall be a requisite for such payment and this completion of the reasonable expenses paid for by the Board. Successful completion of the course shall be noted in the employee's personal file.
- 17.3. The Board Secretary will notify the Head Custodian concerned of all outside cases of emergency.
- 17.2. In the event of a breaking-and-entering, no Head Custodian will be required to enter the effected building at night without police protection.
- 17.1. All requisitions for supplies made by Head Custodians and approved by the Supervisor of Buildings and Grounds will be supplied as soon as possible.

## Step

Step	1980-81	\$ 9,300	1
2	9,800	10,400	2
3	10,700	11,500	3
4	11,000	12,400	4
5	11,775	12,700	5
6	-----	13,475	6

### Head Custodians Salary Schedule

ATLANTIC CITY PUBLIC SCHOOLS